

Charter
Board of Visitors, Marine Corps University

1. Committee's Official Designation: The Committee shall be known as the Board of Visitors, Marine Corps University ("the Board").
2. Authority: The Secretary of Defense, pursuant to 10 U.S.C § 7102 (d) and in accordance with the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(a), established this statutory Board.
3. Objectives and Scope of Activities: The Board shall provide independent advice and recommendations on matters pertaining to the Marine Corps University ("the University"), as set forth in paragraph four below.
4. Description of Duties: The Board shall provide the Secretary of Defense, through the Secretary of the Navy and the Commanding General, Marine Corps Combat Development Command, independent advice and recommendations on matters pertaining to:
 - a. U.S. Marine Corps Professional Military Education;
 - b. all aspects of the academic and administrative policies of the University;
 - c. higher educational standards and cost effective operations of the University; and
 - d. the operation and accreditation of the National Museum of the Marine Corps.
5. Agency or Official to Whom the Committee Reports: The Board reports to the Secretary of Defense and/or the Deputy Secretary of Defense, through the Secretary of the Navy and Commanding General, Marine Corps Combat Development Command. The Secretary of the Navy, pursuant to Department of Defense (DoD) policy unless otherwise directed by statute, may act upon the Board's advice and recommendations.
6. Support: The DoD, through the Office of Secretary of the Navy and the University, provides support for the performance of the Board's functions and ensures compliance with the requirements of the FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) ("the Sunshine Act"), governing Federal statutes and regulations, and established DoD policies and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract support, is approximately \$99,556.00. The estimated annual personnel cost to the DoD is 0.6 full-time equivalents.
8. Designated Federal Officer: The Board's Designated Federal Officer (DFO) must be a full-time or permanent part-time DoD officer or employee, designated in accordance with established DoD policies and procedures.

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The Board's DFO is required to attend all meetings of the Board and its subcommittee for the entire duration of each and every meeting. However, in the absence of the Board's DFO, a properly approved Alternate DFO, duly designated to the Board according to established DoD policies and procedures, must attend the entire duration of all meetings of the Board and its subcommittees.

The DFO, or the Alternate DFO, shall call all of the Board and its subcommittees meetings; prepare and approve all meeting agendas; and adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policies and procedures.

9. Estimated Number and Frequency of Meetings: The Board shall meet at the call of the Board's DFO, in consultation with the President of the University; the Commanding General, Marine Corps Combat Development Command; and the Board President. The Board shall meet at least once per year.
10. Duration: Pursuant to 10 U.S.C. § 7102(d), the need for this advisory function is on a continuing basis; however, this charter is subject to renewal every two years.
11. Termination: The Board shall terminate upon rescission of 10 U.S.C. § 7102(d).
12. Membership and Designation: The Board shall be composed of at least 7 and not more than 11 members. The members will be eminent authorities in the fields of education, defense, management, economics, leadership, academia, national military strategy, or international affairs. The Secretary of the Navy will appoint the Board's President and the leadership for any approved subcommittees from the respective Board and subcommittee membership previously approved by the Secretary of Defense or Deputy Secretary of Defense.

The Secretary of Defense authorizes the President of the University to serve as a non-voting *ex-officio* member of the Board, whose membership shall not count toward the total membership of the Board. No other full-time or permanent part-time University employee will serve on the Board.

Board members shall be appointed by the Secretary of Defense or the Deputy Secretary of Defense. Each member, based upon his or her individual professional experience, provides his or her best judgment on the matters before the Board. Board members who are not full-time or permanent part-time Federal officers or employees will be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as special government employee (SGE) members. Board members who are full-time or permanent part-time Federal officers or employees will serve as regular government employee (RGE) members pursuant to 41 C.F.R. § 102-3.130(a). Members of the Board shall serve a term of service of one-to-four years, with to annual renewals. No member may serve more than two consecutive terms of service without Secretary of Defense or Deputy Secretary of Defense approval.

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With the exception of reimbursement of official Board-related travel and per diem, members of the Board serve without compensation.

13. Subcommittees: DoD, when necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups to support the Board. Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the Secretary of the Navy, as the Board's Sponsor.

Such subcommittees shall not work independently of the Board and shall report all of their recommendations and advice solely to the Board for full and open deliberation and discussion. Subcommittees, task forces, or working groups have no authority to make decisions and recommendations, verbally or in writing, on behalf of the Board. No subcommittee or any of its members can update or report, verbally or in writing, on behalf of the Board, directly to the DoD or any Federal officer or employee.

Each subcommittee member, based upon his or her individual professional experience, provides his or her best judgment on the matters before the Board, and he or she does so in a manner that is free from conflict of interest. All subcommittee members will be appointed by the Secretary of Defense or the Deputy Secretary of Defense for a term of service of one-to-four years, with annual renewals, even if the individual in question is already a member of the Board. Subcommittee members will not serve more than two consecutive terms of service, unless authorized by the Secretary of Defense or the Deputy Secretary of Defense.

Subcommittee members who are not full-time or permanent part-time Federal officers or employees will be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as SGE members. Subcommittee members who are full-time or permanent part-time Federal officers or employees will be appointed pursuant to 41 C.F.R. § 102-3.130(a) to serve as RGE members. With the exception of reimbursement of official travel and per diem related to the Board or its subcommittees, subcommittee members will serve without compensation.

With the exception of the President of the University, no full-time or permanent part-time University employee will serve on any subcommittees, task forces, or working groups.

All subcommittees operate under the provisions of FACA, the Sunshine Act, governing Federal statutes and regulations, and established DoD policies and procedures.

14. Recordkeeping: The records of the Board and its subcommittees will be handled according to Section 2, General Records Schedule 26 and governing DoD policies and procedures. These records will be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552, as amended).

15. Filing Date: June 13, 2015